

MEETING OF THE TECHNICAL ADVISORY COMMITTEE

THURSDAY, JULY 7TH, 2005

Present: Alan Zahradnik
Robert Brown
Glenn Young (alternate to Andy Preston)
Jean Bonander
Farhad Mansourian
Mervin Giacomini
Pat Echols
Rocky Birdsey

Absent: Dana Whitson
Karen Nygren
Luke McCann
Amy Van Doren

Staff Members Present: Craig Tackabery, TAM Executive Director
Hank Haugse, Nolte Associates

Craig Tackabery called the Technical Advisory Meeting to order at 5:00 p.m.

1. Introductions

Committee members and staff did self-introductions.

2. Oath of Office

Craig Tackabery administered the oath of office.

3. Election of Chair and Vice-Chair

M/S Mansourian/Brown to nominate Jean Bonander as Committee Chair. The motion was approved unanimously.

M/S Bonander/Zahradnik to nominate Robert Brown as Vice Chair. The motion was approved unanimously.

TAC Minutes – July 7, 2005

4. Selection of Terms by Lot

Technical Advisory Committee members were assigned their term length by drawing.

Four year term, expires May 1, 2009	Two year term, expires May 1, 2007
Jean Bonander	Bob Brown
Mervin Giacomini	Rocky Birdsey
Amy Van Doren	Pat Echols
Andrew Preston	Farhad Mansourian
Alan Zahradnik	Luke McCann
Karen Nygren	Business appointee
Dana Whitson	

5. Technical Advisory Committee

- **Background and Responsibilities**

Craig Tackabery reviewed the responsibilities of the TAC as described in the Expenditure Plan.

- **Committee Handbook**

A Committee Member Handbook was distributed. The Handbook will be updated as needed. The handbook material will also be posted on TAM's web page.

6. Establishment of Regular Monthly Meeting Time

The Committee selected the third Thursday from 3:30pm – 4:30pm as the regular monthly meeting time. The next meeting will be held on August 18, 2005.

7. Bylaws

There was discussion and comments on the draft Bylaws, including:

Section 5.5 Attendance. Meeting attendance was discussed. It was decided that the committee would review committee members' meeting attendance at a 1-year interval and determine if there were any problems.

Section 3.4 Vacancies was discussed and the committee recommended adding that if a committee member was unable to participate; the nominating organization would nominate a replacement to the TAM Board.

Section 6.1, Agenda Format and 6.3, Agenda Posting and Delivery. The committee recommended that these sections be revised to include reference to disabled access needs.

Section 2.1, Duties. The committee discussed the level of public comment included in the TAC project review process, particularly for roadway projects. The Committee requested that the staff prepare a process diagram for discussion at the next meeting.

M/S Zahradnik and Mansourian recommend that the Bylaws be brought back as amended to the next meeting. Chair Bonander directed staff to bring back Bylaws incorporating changes to the next meeting as a consent item.

8. Conflict of Interest Filing

The Forms were distributed to members.

9. Overview of 18-month Work Program

Review of the Work Program was held over to the next meeting

10. TAM Strategic Plan Process

The discussion of the Strategic Plan process was held over to the next meeting. The Strategic Plan schedule was briefly discussed.

11. Measure A Strategy 3 – Maintain, Improve and Manage Local Transportation Infrastructure

- **Major Roads and Related Infrastructure**
Planning Areas
Performance Criteria
Marin Public Works Association Role
Project Selection Process
- **Local Roads**

This item was continued to the next meeting.

12. Measure A Strategy 4 – Reduce School Related Congestion

- **Safe Routes to Schools Program**
- **Crossing Guards – prioritization of intersections**
Questionnaire results to date
Maps of existing and potential guard locations
Crossing Guard Selection Process
- **Safe Pathways to Schools**

This item was continued to the next meeting.

13. Public Comment

None